



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		DR. B. R. AMBEDKAR COLLEGE
Name of the head of the Institution		Dr. Pijush Kanti Dev
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		03471254207
Mobile no.		7003275032
Registered Email		pijush_74@yahoo.com
Alternate Email		ambedkarcollege@rediffmail.com
Address		P.O. Betai, Nadia-741163
City/Town		Betai, Nadia
State/UT		West Bengal
Pincode		741163
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Sulipta Tarafdar
Phone no/Alternate Phone no.	03471254207
Mobile no.	9903776658
Registered Email	ambedkarcollege@rediffmail.com
Alternate Email	j.nayek@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://dbrac.ac.in/Pdf/AQAR/AQAR_2017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.dbrac.ac.in/Pdf/Academic_calendar/Academic_calender_2018-19.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	C	1.76	2009	15-Jun-2009	14-Jun-2014
2	B	2.09	2017	23-Jan-2017	22-Jan-2022

6. Date of Establishment of IQAC	06-Sep-2012
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Meeting	14-Aug-2018 1	7

Meeting	28-Sep-2018 1	8
A camp on Bratachari Training	11-Oct-2018 1	135
Photography Competition	28-Jan-2019 6	232
Meeting	31-Jan-2019 1	9
A state level seminar on Women in Society: Contemporary Social Problems and the role of social media	05-Mar-2019 1	62
A state level seminar on The role of Exercise for Managing Stress	11-May-2019 1	167
Meeting	24-May-2019 1	8

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1.IQAC has initiated student seminars for various departments so that students are perpetually exposed to diverse subjective interpretations of curriculumbased methodological fields. 2.As specified by the UGC, colleges affiliated with the University of Kalyani were expected to undertake a full transition to the CBCS system during the 20182019 academic year. The IQAC has adhered to the Universitys directives and effectively implemented CBCS in all arts courses offered by the college. 3.The IQAC promotes all teachers to use various ICTs in addition to traditional teachinglearning methods, and the arrangement of departmental data networks via LAN ensures that pertinent data is readily accessible to the teacher when needed. The IQAC intends to implement this through at least one smart class that will be utilised regularly by various departments. 4.The IQAC collects relevant feedback from students, parents, and other stakeholders to ensure that all perspectives are considered and the system runs efficiently.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To encourage research activities of the faculty members	Faculty members are strongly encouraged to submit research proposals. IQAC also encouraged them to pursue advanced degrees such as the Ph.D.
The IQAC encourages teachers of different departments to motivate students to organise student seminars so that the learning process becomes constructive, enjoyable, and exciting in a manner that has a beneficial effect on the academic growth of the students.	The majority of departments held such a seminar.
IQAC conducted extensive deliberations on the viability of instituting the CBCS in B.A. and B.Com programmes.	The college has effectively implemented the CBCS for B.A. and B.com. degrees.
IQAC conducted environmental awareness programs	The college campus has been declared a plastic-free zone, and the IQAC organises environment and water management awareness programmes.
To know the present teaching and physical status of the college	Students, parents and alumni feedbacks were taken and analysed for furthur improvements.
Modernizing the CBCS curricula's teaching techniques and evaluation procedures	ICT facilities have been added to more classrooms.

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14. Whether AQAR was placed before statutory

Yes

body ?					
<table border="1"> <tr> <td>Name of Statutory Body</td> <td>Meeting Date</td> </tr> <tr> <td>Governing Body</td> <td>17-Jun-2019</td> </tr> </table>		Name of Statutory Body	Meeting Date	Governing Body	17-Jun-2019
Name of Statutory Body	Meeting Date				
Governing Body	17-Jun-2019				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2018				
Date of Submission	30-Sep-2018				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The college website is dynamic and regularly updated. • Online admission and registration through the college portal. • Fees collection and student management through the Student Management System. • The college has an SMS gateway to notify various stakeholders. • The electronic tendering system has been implemented. • The College has implemented biometric attendance for its faculty and staff • The College has adopted HRMS systems.</p>				

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The CBCS Syllabus has been implemented beginning with the 2018-19 academic year at the University of Kalyani. With the current semester time frame (6 months per Semester), the institution has restructured the curriculum in preparation. Teachers organise the curriculum in a concise manner, present it for clear communication, and prepare handouts, and the syllabus is completed on time. ICT instruments are also utilised frequently. Common e-mail addresses and Whatsapp groups are used to transmit study materials and grade the students' assignments. In order to familiarise students with MCQs and brief queries for competitive examinations, internal examinations are structured as such. Using university software, a comprehensive e-governance system is maintained for all examinations-related administrative processes, such as registration, admit card release, and mark upload, conducted at the college level.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	UG	02/07/2018
BCom	UG	02/07/2018
BSc	UG	02/07/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Geography Field work	32
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
GOOGLE feedback forms are used to obtain periodic feedback from stakeholders. On topics such as the introduction of a new curriculum, teaching and learning,

quality initiatives, and infrastructure, structured feedback is gathered. Under the direction of the teacher-in-charge, the collected feedback is then analysed and deliberated in IQAC to determine the appropriate course of action. In the meeting of the Governing Body/Administrator, pertinent resolutions are discussed in order for action to be taken.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Hons and Gen	3601	4235	3026
BCom	Hons and Gen	91	5	1
BSc	Hons and Gen	60	14	3
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	3030	0	11	0	11

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
34	26	66	4	1	4
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Due to the colleges location in the border region between India and Bangladesh, nearly all of its students come from economically and socially disadvantaged backgrounds and are predominantly first-generation learners. The majority of them are initially reticent to express their problems, opinions, and needs. Teachers at the college fulfil their mentorship responsibilities by providing students with the appropriate academic and personal support. In order to provide a welcoming academic environment, teachers place a high value on integrating ICT and traditional classroom teaching into classroom instruction. The students are encouraged to participate in cultural activities, athletics, and games, as well as NSS, which has helped many students overcome their initial reluctance and become much more self-confident.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3030	41	1 : 74

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
13	12	1	0	2

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	HONS	3rd Year	09/04/2019	02/07/2019
BCom	HONS	3rd Year	09/04/2019	02/07/2019
BSc	HONS	3rd Year	09/04/2019	02/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

1.The dates of internal evaluation are predetermined and published in the academic calendar. 2.The Academic Calendar is listed in the colleges prospectus and on its website. 3.The evaluated answer scripts are displayed to the students in order for them to recognise their errors. Teachers make an effort to clarify students errors and questions. 4.Results of internal examinations are posted on departmental bulletin boards. 5.If a students performance falls short of expectations, their parents are contacted.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institution strictly adheres to the academic calendar created by the college in accordance with the academic programme of the University of Kalyani.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
GENERAL	BA	GEN	1029	967	93.97

BNGA	BA	HONS	140	133	95.00
ENGA	BA	HONS	31	18	58.06
HISA	BA	HONS	60	49	81.67
PLSA	BA	HONS	13	10	76.92
PHIA	BA	HONS	16	12	75.00
EDCA	BA	HONS	40	39	97.50
GEOA	BA	HONS	27	27	100
SANA	BA	HONS	40	34	85.00
ACCA	BCom	HONS	0	0	0
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	BENGALI	1	Nil
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
LIBRARY	1
POLITICAL SCIENCE	2
EDUCATION	2
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Tree plantation	NSS	7	162
Campus Cleaning	NSS	3	42
No file uploaded.			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	NSS	Campus Cleaning Program	4	35
No file uploaded.				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
2000000	1722490

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Newly Added
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL 2.0	Partially	2.0	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13321	0	0	0	13321	0
Reference Books	5110	0	0	0	5110	0
Library Automation	1	0	0	0	1	0
Digital Database	1	0	0	0	1	0
No file uploaded.						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	32	16	0	1	1	10	7	80	0
Added	6	2	0	0	0	1	2	0	0
Total	38	18	0	1	1	11	9	80	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

80 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility

Provide the link of the videos and media centre and recording facility

No Data Entered/Not Applicable !!!

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2.5	2.62	5	6.3

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college administration recognises that the academic and physical infrastructure must be properly maintained and utilised for a rewarding teaching-learning environment. The institution guarantees the availability of modern equipment and infrastructure. There is a budget allocation and numerous committees are responsible for the maintenance and upkeep of facilities. The daily maintenance of classrooms and the computer lab by the support personnel is a crucial factor. Equipments such as Generator, Air conditioner, Computers, etc., and pumps are also maintained by AMC or as needed. Both the computer lab and the library have clear standards that users must abide by.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Concession	12	16542
Financial Support from Other Sources			
a) National	Scholarships	815	4560000
b) International	Nil	Nil	Nil
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme

Date of implementation

Number of students enrolled

Agencies involved

No Data Entered/Not Applicable !!!

No file uploaded.

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	25	Dr. B.R. Ambedkar College	ARTS	Univeristy	M.A.
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
SET	1
Any Other	31
Civil Services	5
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual Sports	College	242
Cultural Program	College	51
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

College decisions pertaining to academics, infrastructure, administration, and athletics are influenced by the Students Council. Students Council plays significant and prominent roles in organising Parent-Teacher meetings and Induction meetings for newly admitted students. During Sports, Saraswati Puja, and Cultural programmes, they actively participate with adequate representation and assist with the organisation and management of the programmes.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

135

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

1

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1.The smooth administration of both college and public examinations is an example of our participatory management. The examination committee, as formed for the purpose by the Teachers council, is comprised of senior and experienced teaching staff and non-teaching college employees. Whenever there is a violation of law or order on a college campus during an examination, the local administration and Police personnel who are on duty during examination periods at the request of both the University and the college administration manage the situation appropriately. The teaching and non-teaching staff of the college extend their full cooperation by performing invigilation duties for any type of public examination held on the college campus during the holidays, even if requested by the local administration or other government and non-government organisations, thereby setting a positive example for the colleges participatory management. 2.The Teaching and Non-Teaching personnel of the college are proportionally represented in the Governing Body and exercise democratic control over the administration of the college. The Governing Body forms internal SubCommittees with the equitable participation of all staff,

including Teaching and Non-Teaching Staff, to perform and effectuate the Academic, Administrative, Infrastructural, Financial, NSS, etc. transactions.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Examination and Evaluation	The departments regularly administer unit and class examinations. Students must pass an annual test in order to register for university-level examinations. Students are shown the answer scripts for such examinations. Students are given suggestions for additional development.
Human Resource Management	Faculty development programmes, computer instruction for non-teaching staff, and faculty participation incentives in workshops and short courses.
Admission of Students	Student admission is performed purely based on merit. The online admissions procedure was introduced in order to guarantee clarity. Online application submission and publication of the Merit list. The purpose of post-admission student counselling is to encourage and inform students about their study subjects.
Research and Development	Teachers are incentivized to conduct research in collaboration with prestigious institutions. Furthermore, teachers are encouraged to publish in UGC-listed journals.
Library, ICT and Physical Infrastructure / Instrumentation	The library has been automated. There are projectors, PCs, and smart classrooms as part of the ICT infrastructure.
Teaching and Learning	In addition to the use of ICT instruments, traditional teaching practises predominate. The college has enhanced its teaching methods by introducing projectors and computers, which are generously utilised as needed by the faculty.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Student Admission and Support	Admission of students is entirely conducted online.
Finance and Accounts	The colleges substantive teachers and

	non-teaching employees are compensated through HRMS. The guest lecturers salaries are directly deposited into their accounts, so there are no cash transactions.
Planning and Development	SMS gateway, College website
Examination	Initiatives are taken for partial online internal examinations.
Student Admission and Support	Complete online enrollment via websites. In addition to online registration.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Program	1	15/11/2018	12/12/2018	28
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
12	12	6	6

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students

Provident Fund, Emergency Loan.	Staff Welfare Fund, Festival Advance, Emergency Loan.	Free (Half/Full) Studentships, Government Scholarships, State Government Minority Scholarships, Award, Prize, and SC/ST Stipends. Students Health Home facilities, Health Unit, and interruption of complimentary medications for the Students Staff.
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6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution adheres to government regulations in this regard. Every two years, the Director of Public Instruction of the Government of West Bengal nominates one Auditor for external audit. The auditor extensively examines the colleges financial records. Before the auditor are displayed the cash book, which is regularly updated, the balance sheet, the income expenditure statement, the use of government grants, and grants from other sources.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NIL	Yes	Governing Body
Administrative	Yes	State Government	Yes	Governing Body

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

i) After the Final Exam, the heads of the various departments hold a meeting with the parents in order to improve their childrens performance on the upcoming University Exam. ii) Teachers offer additional classes to low-income students. iii) Teachers are in constant communication with parents regarding any matter.

6.5.3 – Development programmes for support staff (at least three)

i) The relevant employees receive periodic training on financial applications such as COSA and SOUL. ii) The personnel of the library receives training regarding the digitization of the library. iii) Training is provided for the etendering procedure.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

i)The colleges academic calendar is prepared. ii) A faculty exchange programme with two colleges has been initiated, and iii) a greater emphasis has been placed on ICT-based teaching and learning.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	A camp on Bratachari Training	11/10/2018	11/10/2018	11/10/2018	135
2019	Photography Competition	28/01/2019	02/02/2019	02/02/2019	232
2019	A state level seminar on Women in Society: Contemporary Social Problems and the role of social media	05/03/2019	05/03/2019	05/03/2019	62
2019	A state level seminar on The role of Exercise for Managing Stress	11/05/2019	11/05/2019	11/05/2019	167

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
A state level seminar on Women in Society: Contemporary	05/03/2019	05/03/2019	40	22

Social Problems and the role of social media			
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7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
1.Solar energy conservation. 2. Reduce energy consumption by installing LED lighting. 3.Planting trees and fostering environmental consciousness among students and staff.4.Campus designation as a plastic-free zone

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Braille Software/facilities	Yes	0
Rest Rooms	Yes	10

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	11/10/2018	1	Bratachari Training	It was an extensive programme of physical, mental, and intellectual culture founded on folk traditions of physical exercise, art, dance, drama, music, singing, and community service. Through dance, the Bratacharis seek to	135

						conduct good deeds, strength	
2019	1	1	28/01/2019	6	Photography Competition	Encouraging the students of the college	232
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Prospectus and College Website	02/07/2018	The college prospectus and college website includes the code of conduct for all college stakeholders.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
A state level seminar on The role of Exercise for Managing Stress	11/05/2019	11/05/2019	167
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Solar energy 2.Maintenance of a water body on the colleges grounds 3. Reduce paper consumption by adopting e-government4. Cleaning programme by means of Swachh College Avian 5. Campaign for No-smoke zone among all stakeholders

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 1. Title of the Practice - Internal Assessment on a regular basis 2. Objectives of the Practice: Continuous internal evaluation based on multiple choice and brief answer questions. Teachers have prepared question banks for regular assessment in an effort to make students attend class regularly. 3. The Context: On average, students are absent from class and receive instruction from private tutors today. Teachers seek to engage their students in continuous internal assessment using MCQ question banks so that students are required to attend class and acquire the subject between the lines. Teachers must also perform routine tasks such as preparing instructional materials, grading sheets, and attendance records. All of the aforementioned entail varying degrees of repetitive labour, necessitating the minimization of repetitive labour. 4. The Practice: IQAC provides instructional materials, web applications, and ongoing meetings with instructors in order to facilitate their internal assessment. 5. Problems Encountered and Resources Required: Teachers are initially reluctant and resistant. Some of them are not interested to make it using the web. 6. Evidence of success: Repetitive work is diminishing e-empowerment of teachers is increasing. Best Practice 2: 1. Title of the Practice: Implementation of an online application in all fields 2. Objectives of the Practice: To reduce paper use, preserve the environment, and increase transparency, to produce effective operations, reduce repetitive

tasks, and enable e-enablement in all disciplines. 3. The context: As pollution and debris continue to increase, it is our responsibility to reduce them or make an effort to do so. The increase in online transactions reduces paper usage, which indirectly benefits the environment. 4. The Practice: To successfully implement online applications, the college has enhanced its website, purchased computers, and introduced database management to students. Website enhancements to improve the online admissions process and e-counseling for admitting students In addition to sustaining our college as a plastic-free zone, efforts are made to green the campus through energy conservation and waste management. 5. Problems Encountered and Resources Required: Initially, employees display reluctance and resistance. Some of them are not engaged in achieving success via the web. 6. Evidence of success: The college has implemented the online management process with great efficiency. Repetitive labour is declining. There are fewer documents used. Documents are stored securely, and work can be completed from anywhere.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://www.dbrac.ac.in/Pdf/IQAC/Best_Practices/Best_Practices_2018-19.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The college, located in one of the most remote areas of the Nadia district, emphasises classroom instruction and the academic growth of its students. The majority of applicants to this college are underprivileged and first-generation learners. However, they have a strong desire to partake in higher education, and our teachers attempt to channel this desire into a broader academic perspective. The majority of the colleges pupils belong to the reserve category. Thus, the college pledges to continue to serve this vision in the coming years.

Provide the weblink of the institution

<https://dbrac.ac.in/>

8.Future Plans of Actions for Next Academic Year

1. Organisation of a seminar on Intellectual Property Rights 2. Establishment of a language lab 3. Memorandum of Understanding with a number of institutions for academic collaboration and exchange 4. Introduction of a certificate course on value education 5. Development of software for data collection NAAC Assessment Workshop/training for non-teaching personnel